

READS Executive Board Meeting

April 6, 2006

10 Local Government Center, Concord, NH

President Sarah Leonardi called the meeting to order at 10:07am. In attendance were Steve Viggiano, Brian Hackert, Claudia Mayer, Diane Arrato Gavrish, Pam Gjettum, and Amy Thurber

President Leonardi asked for a motion to accept the minutes of the previous meeting. Steve moved they be accepted as written, Pam seconded.

President's Report

- *Correspondence*

Heather Shumway will be undergoing surgery; Diane will send a card.

- *READS award update*

Sarah discussed making application and other materials more general for use every year. Sarah also asked if READS needs an awards committee, or if the Executive Board could handle the award process. Claudia recommended that the ultimate goal should be to have an awards committee, but that until then Executive Board could complete the task. Sarah will change information to read that "any interested READS members" are welcome to assist in the awarding process. A reminder will be sent on NHAIS in May and a postcard will be mailed in June.

- *NHLA Report*

NHLA working on making Local Government Center an ILL van stop. ALA is offering a certified public library administrator program. Catherine Redden encourages New Hampshire to become the first state to take part in this program. NHLA will be sponsoring a scholarship.

NHLTA Conference will be held on April 26.

A library advocacy Committee has been formed and they are filming a Public Service Announcement.

Brian's READS article appeared in Book Notes.

- *NHewLINK Database Selection*

Sarah attended the demonstration of the databases. Links to the potential databases are available on the State Library web site. The state library is looking for input from all libraries.

Vice President/President Elect's Report

- *READS Books to Go Bookbags*

Attendants of the Book Discussion Group Roundtables were in favor of a Books To Go program. READS could cover the expense of bags with a logo. Individual libraries would add titles based on affordability and interest. Claudia recommends that a committee would be needed to take care of tasks such as sending materials through the van system, keeping the book list updated, and adding author biographies and book discussion questions to the bags. The Board discussed the fact the State Library Book Bag program is straight out and this program may help ease the workload from that program. The NHSL does the legwork for the program but it is a Humanities Council program and they are currently not adding titles to the list offered. The Board discussed the Books To Go Program at length including brainstorming what would be entailed. Members were asked to think about this topic including thinking of a charge for the Books to Go Committee for the next meeting. Brian moved to establish the READS Books to Go Program. Claudia seconded the motion and it passed unanimously. Pam moved that the Executive Board will discuss the idea of the READS Books to Go Book Program at the June READS meeting and that members of READS will be invited to attend that meeting to participate in the discussion. Brian seconded and the motion passed unanimously.

Treasurer's Report

Tricia emailed the treasurer's report for Sarah to present at the meeting. There was no NHLA treasurer's report, but Carl Heidenblad, NHLA Treasurer, Windham Library, has rectified our saving account issues. \$2600.00 has been returned to the account for a balance of approximately \$6000.00.

Old Business

- *Proposal from Program Committee*

Question has been resolved and Pam attended the Executive Board meeting.

- *READS interviews*

The interviews have not begun, but Sarah will continue to work on this project.

- *Budget Review*

Diane asked how much she could spend for READS Pads for the Fall Conference. She also mentioned that pens should arrive today and they have not been paid for yet. Claudia moved to add \$300.00 to Public Relations budgets for calendar year 2006 to make they total available for spending \$850.00. Steve seconded the motion and it passed unanimously.

- *Calendar Review*

Sarah reported on options for a READS online calendar and a way to maintain documents online. These programs could assist in the organization of the Boards records including Box.net, an online server that offers 1 MB storage space for free, and RSS calendar which could be public or private with permissions, Write Board/Writely, an online word processing tool, and IROWS, an online excel tool.

Committee Reports

- *Membership*

Steve presented a draft of a letter to NHLA members to join READS. He asked for READS letterhead and asked how READS mails items. Sarah reported that postage is reimbursed. Amy moved to allow Steve to mail letter and cover all postage. Brian seconded and the motion passed.

- *Publicity*

Brian discussed the idea of using a List Serv to contact members of READS.

- *Public Relations*

Diane was excited to report that the banner and ribbons have arrived. Is waiting on gel pens and will order pads.

- *NHSL Advisory*

Brian and Diane mentioned that there has been no meeting since their last report.

- *Program*

Pam reported that the three book group roundtables were a success and the received evaluations were positive. Several attendants asked for a North Country event next time. The Hooksett site evaluations will be sent to Pam for the next Program Committee meeting. The total of attendants was approximately 70. The Program Committee is meeting April 7 to work on the Fall Conference Program, which will be held at the Local Government Center on October 5, 2006. This conference will focus on New Hampshire free databases. Sarah suggested that the Program Committee brainstorm the pros and cons of roundtables and create guidelines for the ideal setup of such programs. Sarah also asked for quotations from the evaluations to use in promotional items, a web site wrap up similar to the ILL roundtable follow-up and for the collated registration forms to be sent to Steve for Membership uses.

New Business

- *READS Award*

Brian will solicit nominations and Sarah will put application on the web site. Sarah will also edit the last postcard for a June mailing.

- *NHLA Newsletter*

Brian will submit a write-up on the READS award for June edition.

Pam and Claudia will submit a write up on the Fall Conference.

- *ILL Audio/Video Restriction Notice*

Executive Board discussed the ILL Audio/Video Restriction Notice.

The meeting adjourned at 12:07pm

Respectfully submitted,

Amy Thurber, READS secretary